**Minutes – AGM, December 2021**

Present (members): Adam Karg, Ashleigh-Jane Thompson, Melody Johnston, Sheranne Fairley, David Bond, Carleigh Yeomans, Brian Menaker, Katharine Hoskyn, Michael Naylor, Hannah Kraakman, Geoff Dickson, Emma Sherry, Arno Wang, Alison Doherty, Tracy Taylor, Chelsey Taylor, Damien Parry, David Shilbury, Brian McCullough, Stirling Sharpe, Katherine Raw, Lloyd Rothwell, Graham Lee, Richard Buning, Hunter Fujak, Paul Bowell, Jason Doyle, Kevin Filo, Paul Templeman, Jonathon Robertson, Vahid Delshab, Carlos Zardini, Ebbe Diago, Dan Fergusson, Richard Wright

Meeting opened: 1:00pm

**Official Welcome**

The President officially welcomed the Association and Board Members to the meeting and introduced the agenda for the 2021 AGM.

**ITEM 1 – Minutes from 2020 AGM**

The minutes from the 2020 AGM were put forward for approval by the members.

Moved: Sheranne Fairley

Seconded: Katharine Hoskyn

Carried.

**ITEM 2a – President’s Report**

Presented by Adam Karg

The key items in the President’s Report were outlined including the following discussion points:

* ***Admin & Operations***
	+ Much improved administration and communication systems are now in place via the launch of the new SMAANZ website. A lot of the manual processes will be substantially reduced and provide additional opportunities for more efficient operations.
		- Thanks to Ashleigh Thompson, from the Board-side, and Sarah Wymer for driving and assisting with this.
	+ HDR online engagement was again prioritised via multiple events and SMAANZ Week 2021. Networking events have also been organised with NASSM and EASM HDR communities.
	+ Sport Management Review transition to T&F Routledge. This year it has been limited in terms of the distribution and scope because of the packages we’ve been on in 2021. This has impacted downloads, but as of January 1 we will be included as part of all packages from 2022.
	+ We received our last payment from Elsevier and first payment from T&F.
	+ Awards and mentor programs continue.
	+ Specific thanks to Sarah Wymer again for her support for the Board and work with the online conferences.
	+ Thanks to all the Board members for their work and support in the trying circumstances over the past two years.
	+ Board Elections will be held 2022. In terms of the SMAANZ cycle there will be a couple of people stepping down from their current roles.
* ***Finances***
	+ Financial impact of lower revenue (conference revenue/costs and membership). This was the year where we have seen the impact and it has been moderate. There was reduced Board travel costs too. Several revenue streams will be rebuilt in 2022 (i.e., conference and memberships).
	+ There are still costs with running online conferences. They are not free to run but have provided important points of engagement for the community.
	+ Financial position continues to remain relatively strong – despite moderate drops in 2021 year.
	+ Surplus reduced in 2021 given lesser membership and conference income. We would expect revenue to return to close to ‘normal’ SMAANZ levels in 2022 due to the conference hosting and collection of membership in the normal cycle.
	+ Insurance remains in place for the association.
* ***Delivery against 2021-22 Strategic Plan***
	+ Website, Membership and Payment management (progressed in 2021) and will facilitate additional points in the plan.
	+ We have started to advance the Risk Management Plan which will be progressed and finalised in 2022.

***2022 Focus: Additions to Planning***

* + Membership and Engagement Opportunities (e.g., Special Interest Groups).
	+ Awards processes and initiatives is a focus for the Board moving forward.
	+ HDR and Member engagement.
* ***Conferences***
	+ Conference destinations and hosts secured through to 2023
	+ 2022 - Melbourne (Swinburne University of Technology)
	+ 2023 - Canberra (University of Canberra)
		- Particularly thanks to Catherine Ordway and Stirling Sharpe for their patience and support in this process.
	+ 2024 - NZ / Oceania (TBC) - EOI process to run in 2024
	+ There is an opportunity to explore other conference models. With new website SMAANZ will own more of the process (e.g., admin and comms processes, registration, hosting of conference site).
	+ Monitor university funding and scope for delegates/members to travel.

***Other***

* + We continue WASM engagement and representation – AGM was held in November. WASM continue to focus on books, a new research digest and conference products. The WASM conference is planned for March 2021 (Doha).
	+ CAUTHE/ANZALS partnership are continuing. They are also part of our mid-year HDR event. This looks to continue into the next year and beyond.

The 2021 President’s Report was put forward for approval by the members.

Moved: Emma Sherry

Seconded: Geoff Dickson

Carried.

**ITEM 2b – Treasurer Report**

*Presented by David Bond, Treasurer*

* + SMAANZ is currently in a sound financial position. As at 30 November, 2021, the organisation had total financial assets of $145,841.67.
	+ The 2020-2021 accounts have been audited and we recorded a deficit of $22,738 (as compared to a $1,400 surplus in 2019-2020).
	+ Primary sources of income included revenue from journal payments and royalties ($28,595) and memberships ($2,690). Conference revenue was $0. Journal payments and membership is expected to pick up in the next financial year.
	+ Primary sources of expenditure included *SMR* editorial stipend ($21,172), conference expenses ($12,416), and administration support ($7,350).
	+ Editorial payments dropped with the transition to the new publisher.
	+ Additional costs incurred with the creation and distribution of the podcasts which have received good traction.
	+ Covid has had a substantial impact on conference income and member income (down 64.9%). However, Board travel has also been reduced.
	+ Forecast for 2021-2022 reflects a shortfall, as there is no conference income within this. Looking ahead to the EY of 2022 we expect this to improve with the Swinburne conference.

The 2021 Treasurer’s Report was put forward for approval by the members.

Moved: Sheranne Fairley

Seconded: Mel Johnston

Carried.

**ITEM 2c – Sport Management Review (SMR) Report**

Presented by Sheranne Fairley

* Thanks to Pamela Wicker who stepped in as acting-Editor earlier in the year.
* Transitions to T&F this year.
* The 2021 2-year impact factor is 6.577, increasing this year.
* *SMR* submissions for the year are currently at 336.
* Downloads are lower this year and is attributed to difficulties in access. This should improve in 2022 with access in the T&F packages.
* Downloads come from researchers in UK, followed by US, Australia, China and Canada.

***SMR Podcast***

* 4654 downloads (YTD).
* Most listeners in USA (1251), Australia (1111), and UK (316).
* Anecdotal feedback is that people are enjoying it, and that they are useful in teaching.
* Need to promote outside current Twitter channel; exploring an option to embed podcast with the published article on *SMR* site.
* Moving forward there are plans to bring on a second host

No questions were posed.

The 2021 SMR Report was put forward for approval by the members.

Moved: Chelsey Taylor

Seconded: Geoff Dickson

Carried.

**ITEM 2d – Membership Report**

Presented by Mel Johnston

* As we know, memberships have traditionally been tied to conference attendance where location has contributed to memberships.
* Rolled over memberships in 2020/21 with an increase timeframe with some processing of memberships due to issues with the payment system.
* Trend line is increasing though. Foresee the 2021/2022 membership numbers increase again, with a reduced membership fee and membership required to attend conference in 2021.
* Student membership has shown growth and now a focus will be to transition into full members post-completion.
* International cohort is made up largely of USA and UK members but there are growing numbers coming from South-East Asia. This trend continues with 2021-2022 memberships to-date.
* We have received positive feedback from members on the functionality and look and feel of the website. Looking forward to bringing new initiatives and updated content in 2022.
* If members have content that they’d like featured (news announcements, job opportunities, member success stories) please email them through and we can update.
* Members are encouraged to remain logged in while using the SMAANZ site to ensure that they can access members only content and resources! Tailored content will be available through the members portal
* Thanks to members for their continued patience while we update the website – this now gives us a better and more stable platform to build on membership value-add for this membership year

***Looking ahead to 2022***

* Additional virtual workshops and networking opportunities will be provided continuing what has already been established.
* Targeted communications and newsletter content will be developed.
* Launch of Special Interest Groups (SIGs). We are looking for member feedback on SIG themes, so please let us know.

No questions were posed.

The 2021 Membership Report was put forward for approval by the members.

Moved: Stirling Sharpe

Seconded: Sheranne Fairley

Carried.

**ITEM 3 – Conference Promotion**

***SMAANZ 2022***

* Hosted by Swinburne University of Technology, November 30 to December 2, 2022.
* The Conference Chair is Associate Professor Emma Sherry, and the Academic Program/Scientific Chair is Dr. Tim Breitbarth.
* Key Dates:
	+ April 1, 2022: Opening of conference abstracts
	+ June 30, 2022: Close of abstract submissions
	+ September 30, 2022: Close of Early Bird Registrations
	+ 30 November – 2 December: 2022 SMAANZ Conference

There were no other questions or items raised for other business.

**Meeting closed at 1:42 pm.**